

**AGENDA OF THE MEDFORD RETIREMENT BOARD MEETING HELD on
11-29-2021 at 9:30am in room 201 at Medford City Hall**

- 1. 9:30am Call meeting to order.
Roll Call:
Present:
Absent:
Others Present:
9:30am: Scott Driscoll and Kiley Fischer from NEPC
11:00am: 91A Hearing for Albert Deady
- 2. Reading of notice & certificate – Meeting Notice Posted on 11/9/2021
- 3. Reading of Previous Meeting by Secretary
- 4. Vote to approve the minutes of the Board meeting held on October 28, 2021
- 5. Bills, Communications, Refunds, Transfers, Payrolls, Etc.

Warrant S49	
Law Offices of Michael Sacco - October 21	\$150.00
Mass Teachers Retirement - Transfer - Victoria Diprizio	\$1,449.96
Mass Teachers Retirement - Transfer - Katherine Melo	\$2,180.97
Middlesex County Retirement Board - Transfer - Aleesha Nunley-Benjamin	\$104,293.02
Middlesex County Retirement Board - Transfer - Paul MacGilvray	\$169,980.63
Mark Minervini - Reimbursement Vast Conf Callo & Go To Meeting October 21	\$43.28
Morgans Records - Storage Fee - November 2021	\$21.00
Peoples Bank - Custodial Services September 2021	\$4,283.24
ReadyRefresh - Water	\$17.97
Tobisha Financial Services - Copier Lease	\$120.50
Wakefield Retirement Board - Transfer - Melanie Dineen	\$28,303.07
WB Mason - Office Supplies	\$292.41
WB Mason - Office Supplies	\$63.03
WB Mason - Office Supplies	\$140.99
Staff Salaries	4,964.55
Medicare	-
Massachusetts SUI	-
Harpers Payroll Fee	-
Expense Total	\$316,304.62
Pension	1,546,851.52
Annuity	334,004.09
Retiree Payroll Total	1,880,855.61
Warrant S49 Total	\$2,197,160.23
Prior Warrants	
Schedule 45	4,991.06
Schedule 46	6,024.64
Schedule 47	7,223.45
Schedule 48	5,077.12
Reference Total	23,316.27
Grand Total Warrant S49 with Prior Warrants	2,220,476.50

6. Report of Chairman:

Letter of Direction to Rhumblin Dated 11/9/2021

Instructing Rhumblin to Transfer \$1,800,000 from the S&P 500 Pooled Index Account on the next trade date and wire the funds to People's Bank.

Wire Transmittal Letter Dated 11/17/2021 Transferring \$1,750,000 From People's Bank to Brookline Bank.

This wire transfer was completed on 11/17/2021 by Mark Minervini to fund November 2021 expenses and pension payroll.

PRIT Confirmation Notice Dated 11/1/2021

Notifying the Board that a Private Equity Vintage Year Program payment of \$119,250.48 was wired to PRIM on 11/1/2021

PRIT Payment Due Notice Dated 12/1/2021

PRIT Private Equity Vintage Year notice dated 12/1/2021 notifying the Board that a payment of \$241,307.11 is due to PRIM on 12/1/2021.

PERAC Memo # 31 / 2021 – 2021 Pension Fraud Prevention Campaign

Chapter 32 Section 15 Notification Received from PERAC

Frederick Donehey Jr

September 2021 Accounting Submitted to PERAC

FY2023 Appropriation Letter Received from PERAC

Disaster Recovery Plan Document

Carol Powers Gave her 2 Week Notice

Her last day is 12/3/21

Albert Deady 91A Hearing Scheduled

Received PROSPER update that Mr. Deady complied, and his status is "OK"

7. Unfinished Business

Consider "Staff Planner" as an Eligible Position for Membership

Job description, hours and salary are included with handouts.

During the October 2021 Board meeting, a motion to approve the position of "Staff Planner" as an Eligible Position for Membership subject to the CAF level.

Human Resources informed the Retirement Office that the Staff Planner position CAF level is Non-Union CAF-12, Step 1

Letter to PRIM Notifying of Medford Retirement's Participation in Private Equity Vintage Year 2022, Committing \$3M

Paul Giordano Medical Panel

Mr. Giordano completed 2 medical panel appointments and had to cancel the last appointment because of medical reasons. PERAC asked if the Board would permit Mr. Giordano to have a telemedicine exam for his last appointment.

8. New Business

Consider Reengagement Specialist as Eligible Position for Membership

This is a full-time, non-unit position with the school. Annual Salary \$75,000. The job description is included with the handouts.

Consider Director of Parking as an Eligible Position for Membership

This is a full-time position with the city. The compensation is tied to Non-Union CAF 17. The job description is included with the handouts.

New Employees:

<u>Name</u>	<u>Unit</u>	<u>Position</u>	<u>Hire Date</u>	<u>FT/PT</u>
Amanda Centrella	CTY	Staff Planner	7/1/2021	Full Time
Josse Torres, Jr	CTY	Student Officer	9/19/2021	Full Time
Dabney, Kristen	CTY	Technology Reference Librarian	7/28/2021	Full Time
Marriah Morrison	SCH	Behavior Specialist (Para)	8/30/2021	Full Time
Maria Golen	SCH	Paraprofessional	8/30/2021	Full Time
Amy Schwartzkopf	SCH	Athletic Trainer	8/15/2021	Full Time
Craig Berry	SCH	Reengagement Specialist	8/23/2021	Full Time
Dawn Moodie	SCH	Paraprofessional	9/1/2021	Full Time
Renee Hanley	SCH	Paraprofessional	8/30/2021	Full Time
Jaclyn Salamone	SCH	After School Site Coordinator	8/25/2021	Full Time
Maya Grubner	SCH	Non-Unit Instructional Support	10/4/2021	Full Time
Lawrence Mayo	CTY	Payroll Clerk	9/20/2021	Full Time
Lorri Hill	SCH	Paraprofessional	11/1/2021	Full Time
Maya Maggiore	SCH	Paraprofessional	11/1/2021	Full Time
Fanette Morrison	CTY	Director of Parking	10/18/2021	Full Time
Gregory Croteau	SCH	Paraprofessional	10/27/2021	Full Time

Retirements:

<u>Name</u>	<u>Unit</u>	<u>Option</u>	<u>Retirement Date</u>
David Buono	CTY	Superannuation Option B	1/8/2022
Vincent DiStefano	CTY	Superannuation Option C	1/8/2022
Anne Annable	SCH	Superannuation Option A	12/31/2021
Frank A. Giliberti Jr.	CTY	Superannuation Option C	11/30/2021

Suzanne Proctor Option D Survivor, Spouse of Davis Proctor

Davis Proctor passed away on October 8, 2021 as an active employee. Mr. Proctor had 32 Years, 6 Months service and was 70 years old.

Joseph Byrnes Accidental Disability Application

9. Executive Session

N/A

10. Adjournment